

# **CONCORDIA UNIVERSITY**

## **Council of the Faculty of Engineering and Computer Science**

### Minutes of Meeting 96-1

held

Friday, 19 January 1996, at 2:00 p.m. in H-769

**Present:** Dr. D.J. Taddeo (Chair); Dr. A.J. Al-Khalili; Dr. C. Bédard; Dr. A. Bulgak; Dr. J. Campanelli; Dr. J. Drolet; Dr. M. El-Badry; Dr. P. Fazio; Dr. D. Feldman; Dr. C. Giguère; Dr. K. Ha; Mr. A. Hanna (Graduate Rep.); Ms. L. Harris (Library); Dr. S. Hoa; Mr. D. Janssen (Undergrad. Rep.); Ms. S. Kiruluta (Undergrad. Rep.); Dr. T. Krepec; Dr. C. Lam; Dr. L. Landsberger; Dr. V. Latinovic; Dr. H.F. Li; Dr. H. McQueen; Mr. M. Parizelli (Undergrad. Rep.); Dr. D. Probst; Dr. T. Radhakrishnan; Dr. A.S. Ramamurthy; Ms. M. Sabbag (Undergrad. Rep.); Dr. T. Stathopoulos; Dr. C. Suen; Dr. L. Tao; Mr. T. Too (Registrar's Office); Dr. G. Turski (Secretary); Dr. G. Vatistas

**Visitors:** Prof. G. Gibbons (Fine Arts); Mr. L. Zack (Public Relations)

**Regrets:** Dr. J. Lightstone

#### **1. Adoption of Agenda**

Three additional items were proposed for consideration at the meeting: a) technology for sustainable development; b) nomination and election of replacement for Faculty representative on the Council of the School of Graduate Studies; and c) election of faculty representatives from outside the pertinent academic units on Search Committees for a Chair of the Department of Civil Engineering and a Director of the Centre for Building Studies.

**Motion 96-1-1** The agenda was unanimously adopted, as modified. (C. Lam, T. Stathopoulos)

#### **2. Adoption of Minutes**

**Motion 96-1-2** The Minutes of Meeting 95-7 (6 December 1995) were unanimously approved. (M. Sabbag, H. Patel)

3. Chair's Remarks

The Chair welcomed Dr. L. Landsberger who is replacing the sabbaticant Dr. M.O. Ahmad as a representative on Council from the Department of Electrical and Computer Engineering.

4. Academic and Financial Planning for 1996-97 and 1997-98 (ECFC Doc. 96-1-1)

The Secretary distributed for information two additional documents, of which the first outlined the Faculty's current strategic planning process and the second was a recent letter from the Dean to the Vice-Rector, Academic regarding the mechanisms and indicators deemed useful for the Faculty in the planning process. Dr. Taddeo offered a brief explanation of these documents. He also noted that the current appraisals of academic units within the Faculty as well as the upcoming accreditation review of engineering programmes by the CEAB in the Fall, will play a major role in the overall planning exercise. In addition, the Dean informed Council about a recent exchange of information regarding programmes and research activities with McGill's Faculty of Engineering--this being a first step toward possible future collaboration with Concordia's sister institutions.

5. Procedural Guidelines for Periodic Appraisal of Academic Units (ECFC Doc. 96-1-2)

Dr. Taddeo welcomed Professor G. Gibbons, Associate Dean in the Faculty of Fine Arts and Planning Consultant to the Vice-Rector, Academic, and thanked him for his willingness to provide background and respond to questions related to ECFC Doc. 96-1-2.

Prof. Gibbons offered a brief summary of the document. He explained that its intent was to revamp the appraisal guidelines for all academic units in accordance with directives issued by CREPUQ. The exclusion of representatives from the academic units appraised from the final Faculty Appraisal Committees, so as to remove any constraints and potential conflicts of interest in the work of these committees, is the major innovation introduced by the revised guidelines. The streamlining of the appraisal process--aiming principally at shortening it and making it more directed and linked to the long-range academic and budget planning process--was yet another objective sought.

Henceforth, there will be an effort to appoint to the Faculty Appraisal Committees persons who would already have had some experience with the appraisal process. In addition, the unit appraisal committees would be struck and begin their work more or less at the same time as the self-appraisal process is initiated.

This will ensure from the beginning a constant and ongoing exchange between the unit's internal and external appraisers. The entire exercise would culminate in a series of reports providing strategic objectives that correspond to the five guiding principles enunciated in the *Blue Paper* and approved by the University Senate last Fall.

Dr. McQueen expressed concern about the relatively short period allocated in the sample time frame for the process of self-appraisal. Prof. Gibbons stated that the time frame was offered as a suggestion and did not preclude the possibility of being altered. In addition, the committee working on the appraisal process intends to formulate a standard package of questions to be addressed in the self-appraisal, so that the latter will be considerably more focused and thereby expedited.

In Dr. Probst's view, the efficiency of the appraisal processes would be greatly enhanced by the development within units of appropriate data bases which would in turn be quickly mined for relevant information with specific software programmes. This would obviate the need to generate information anew each time appraisal-related questions are being handled.

Dr. Radhakrishnan noted the considerable expenditure of faculty's time in the appraisal process and asked what tangible results can be expected at its conclusion. Prof. Gibbons explained that, in addition to a built-in implementation plan--naturally expected to dovetail with a Faculty's action plan--appraisals would evaluate units in the light of the five principles of the *Blue Paper* as well as specific, but to be yet developed, performance indicators. Dr. Giguère emphasized that appraisals, in addition to being focused, must produce clear action plans and a set of realistic recommendations.

Motion  
96-1-3

That the ECFC Doc. 96-1-2, while acceptable in principle, be sent to the academic units for feedback and subsequently tabled for ratification at the next Council meeting (P. Fazio, C. Giguère)

Vote: Carried unanimously

6.

#### Electoral Regulations in the Faculty

Dr. Taddeo informed that whereas at the 6 December 1995 meeting Council had instructed the Faculty Elections Committee to resume the ongoing elections for Faculty representatives on the Search Advisory Committee for a Dean of the Faculty and the University Senate, the Elections Committee requested further clarification whether the principle of including Associate Deans should apply only to these elections, as opposed to being extended to future and other elections, such as, for example, those of the Departmental Personnel Committees. The Dean

explained that this matter was referred to the Associate Vice-Rector (Institutional Relations and Finance) Ms. J. Bennett, who indicated it will soon be dealt with by the CUFA-University Liaison Committee.

Motion  
96-1-4

That the various elections in the Faculty of Engineering and Computer Science continue according to past and established practice followed in these matters until such time as the Liaison Committee renders an appropriate decision and informs the Faculty accordingly (K. Ha, V. Latinovic)

Vote: Carried, with 7 abstentions

7.

Other

- Technology for sustainable development

Dr. Hoa stated that one of the great challenges currently facing society is the development of technologies that would produce for the economy quality consumer products, while generating satisfying jobs and limiting the negative impacts of production and consumption. The Department of Mechanical Engineering is keenly aware of the importance of this issue and has recently committed itself to a programme of developing technology for a sustainable development. As a starting step, each professor in the department will be asked to provide a short statement indicating how his or her course content would have components relating to such technologies. In turn, the statement would be circulated among the course participants, with the expectation of further discussion of the issue during the course.

Dr. McQueen, who has been appointed to coordinate this effort, reiterated the high relevance of the concern for sustainable development and noted that its explicit promotion could, at this point, serve as a useful tool for attracting students to engineering.

- Replacement of Engineering and Computer Science representative on the Council of the School of Graduate Studies

As Dr. M.O. Ahmad is presently on a six-month sabbatical, a replacement for him has to be named for the current term to represent the Faculty of Engineering and Computer Science on the Council of the School of Graduate Studies.

Motion  
96-1-5

That Dr. O. Schwelb be approved to replace the sabbaticant Dr. M.O. Ahmad as the Faculty's representative on the Council of the School of Graduate Studies, until 30 June 1996

Vote: Carried unanimously

- Election of faculty representatives from outside the pertinent academic units on Search Committees for a Chair of the Department of Civil Engineering and a Director of the Centre for Building Studies.

The Secretary distributed appropriate ballots for the above-noted elections. Subsequent to a secret vote, Drs. Latinovic and Landsberger of the Elections Committee tabulated and announced the results. Dr. K. Ha was elected to the Search Committee for a Chair of the Department of Civil Engineering, and Dr. C. Trueman was elected to the Search Committee for a Director of the Centre for Building Studies.

Motion 96-1-6      That Dr. K. Ha be approved as a faculty representative from outside the academic unit on the Search Committee for a Chair of the Department of Civil Engineering (G. Vatistas, C. Lam)

Vote: Carried unanimously

Motion 96-1-7      That Dr. C. Trueman be approved as a faculty representative from outside the academic unit on the Search Committee for a Director of the Centre for Building Studies (C. Bédard, D. Feldman)

Vote: Carried unanimously

8.      Adjournment

The meeting was adjourned at 3:10 p.m.